

U.S. DEPARTMENT OF ENERGY
Facilities Information Management System (FIMS)
REQUEST FOR CHANGE*
Chg. Req. # 05-05

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DATE: 03/24/05

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AFFILIATION (CK ONE):

DOE

OTHER
FED

CONTRACTOR NAME:

PROPOSED CHANGE:

1. Add the following data elements to the Site level and asset level for DOE Owned, DOE Lease, and Contractor Lease buildings, trailers, and OSF's.
 - a. Electricity Cost
 - b. Water/Sewer Cost
 - c. Gas Cost
 - d. Central Heat Cost
 - e. Central Cooling Cost
 - f. Janitorial Cost
 - g. Pest Control Cost
 - h. Refuse Cost
 - i. Recycling Cost
 - j. Grounds Cost
 - k. Snow Removal Cost
 - l. Hours of Operation per Week (*Asset level field only – Buildings and Trailers only – default value will be 12) System will accept a value between 0 and 168.*

2. At a given point in the year, FIMS will perform the following process for allocating these costs to the individual assets. This allocation methodology is only for buildings and trailers. There is no allocation for OSF's. Sites can input actual operating cost values directly into the asset level fields for each OSF record if the data is available.
 - a. Multiply the asset level gross sqft by the hour of operation per week to calculate the gross sqft hours per week. This will apply for buildings and trailers only.
 - b. If a site has input a specific cost at the asset level, FIMS will automatically assign a value of 0 for the gross sqft hours per week.
 - c. Sum up the total gross sqft hours per week for a specific cost field.
 - d. Take the total cost input at the asset level and subtract that value from associated total value input at the site level. This will provide the amount to be allocated to the asset level entries that are blank.
 - e. Take the amount to be allocated (d) and divide that value by the total gross sqft hours per week (c). This will provide an allocation unit.
 - f. Take the allocation unit (e) and multiply it by the gross sqft hours per week for each asset. This will provide the system generated dollar value that will be

***USE THIS FORM TO REQUEST A CHANGE TO FIMS' DATA BASE PROGRAM, POLICY, PROCEDURE OR DOCUMENTATION.**

MAIL COMPLETED FORM TO:

BILL TEER
BECHTEL JACOBS – EAST TENNESSEE TECHNOLOGY PARK
P.O. Box 4699, K1007, MS7054
HIGHWAY 58 AT BLAIR RD
OAK RIDGE, TN 37831-7054 (865) 576-0102 FAX (865) 241-9390

OR DOWNLOAD FORM FROM:

FIMS WEB PAGE: <http://fims.hr.doe.gov>
COMPLETE FORM AND E-MAIL TO: wwt@bechteljacobs.org

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assigned to the asset.

3. For the purposes of the report to GSA, the annual operating cost will be the sum of the asset level annual actual maintenance cost plus the value of all asset level cost fields from item 1.

Allocation Example

Scenario: This example is based on an allocation for electricity cost for buildings. Site A has entered a Site level electricity cost value of \$10,000. In this example, we will perform an allocation for these buildings.

- Building A – 10,000 gross sqft, 40 Hours of Operation Per Week, no electricity cost input at the asset level.
- Building B – 5,000 gross sqft, 40 Hours of Operation Per Week, no electricity cost input at the asset level.
- Building C – 6,000 gross sqft, 120 Hours of Operation Per Week, \$2,000 electricity cost input at the asset level.

Calculate amount to be allocated:

- Take the Site level electricity cost and subtract the electricity cost input at the asset level. In this case, \$10,000 - \$2,000 = \$8,000. This is the amount to be allocated to all building assets with no asset level values for the Nevada Test Site.

Calculate gross sqft hours:

- Building A = 10,000 gross sqft * 40 hours of operations per week = 400,000 gross sqft hours
- Building B = 5,000 gross sqft * 40 hours of operation per week = 200,000 gross sqft hours
- Building C = Since the site input a value of \$2,000 for the electricity cost of this asset, FIMS will automatically assign a value of 0 for the gross sqft hours.

Calculate the allocation unit:

- Sum the total gross sqft hours from the asset level buildings for the Nevada Test Site. In this case, the value would be 600,000.
- Divide the amount to be allocated by the total gross sqft hours from the asset level. In this case, divide 8,000/600,000 = .0133
- Take the allocation unit and multiply that by the gross sqft hours for each building asset.
- Building A = .0133 * 400,000 = \$5,320. This value would be assigned to the electricity cost asset level field.
- Building B = .0133 * 200,000 = \$2,660. This value would be assigned to the electricity

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cost asset level field.

- Building C = No updates would be applied since the sites have already input a value of \$2,000 for the electricity cost.

JUSTIFICATION:

THESE FIELDS ARE NECESSARY TO SUPPORT THE FRPC REQUIREMENT FOR ANNUAL OPERATING AND MAINTENANCE COST. FOR THE PURPOSE OF SATISFYING THE FRPC REPORTING REQUIREMENT FOR ANNUAL OPERATING AND MAINTENANCE COST, THESE NEW DETAILED COST FIELDS AT THE ASSET LEVEL, ALONG WITH THE ASSET LEVEL ANNUAL ACTUAL MAINTENANCE COST FOR EACH DOE OWNED, DOE LEASED, AND CONTRACTOR LEASED BUILDING, TRAILER, AND OSF ASSET WILL BE REPORTED TO GSA AS THE ANNUAL OPERATING AND MAINTENANCE COST FOR THESE ASSETS.

PLEASE DO NOT TYPE BELOW THIS LINE

REMARKS (REVIEWERS, PLEASE ADD YOUR SIGNATURE AND DATE):

FAC REVIEWED ON 4/1/05

FDDC APPROVED ON 4/4/05*

IMPLEMENTED INTO FIMS ON JUNE 14, 2005 (VERSION 1.7)

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